

# Board of County Commissioners

## Division of Planning & Development

### Planning Department

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## Development Review Committee Meeting May 17, 2004

**Members Present:** Roberta Rogers-Director/Chairperson, Richard Helms-Development Coordinator, Charles Cilenti-Planner, Marie Keenum-911 Coordinator, Jennifer Kitchens-Clerk's Office, Terry Neal-Attorney, Brad Burris-Fire Services, Skip Lukert-Building Official, Barry Ginn-Ginn Engineering, Dale Parrett-Public Works, Michael Springstead-Springstead Engineering, and Alysia Akins-Secretary.

The meeting convened at 2:05 P.M.

Mr. Helms moved to approve the minutes from the May 10, 2004 meeting. Mrs. Keenum seconded the motion and the motion carried.

### **Old Business:**

None

### **New Business:**

#### ***Oxford Professional Builders – Medium Development – Conceptual Plan Review***

Jason Ortengren, property owner, was present and requesting conceptual plan approval to remodel an existing single-family residence into a small office consisting of 2700 square feet. Mr. Ginn, engineer of record, submitted engineering comments to Mr. Ortengren. Staff comments were discussed and consisted of the following: label plan as conceptual, show driveway connection, contact Department of Transportation regarding driveway connection, label fence, provide legend, submit boundary survey, list septic tank details, show dumpster enclosure, show land contours and general drainage patterns. Mr. Ortengren has spoken to the building department about his plans for the property. Engineering comments were discussed and consisted of the following: provide a scale and additional information for the vicinity map, provide an engineering scale for the plans, show existing topographical contours, show drainage pattern and basin, provide

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trip generation information, check on the requirements of Southwest Florida Water Management District permits, show grading/drainage plan, show improvements in right-of-way and provide a table showing all calculated area densities. The plan needs to show the dumpster location, provide all applicable agency permits, show a general soils map and required fire protection. The Committee discussed relocating the handicapped parking space due to it being in an inconvenient area. One handicapped parking space is required and must meet all American Disability Act standards.

Mr. Helms moved to approve the conceptual plans, subject to revised plans being submitted addressing all comments. Mrs. Keenum seconded the motion and the motion carried.

***Black Gold, Phase II – Major Development – Engineering Plan Review***

Lori Webb-Paris, Miller Sellen Conner and Walsh, was present and requesting engineering approval to develop a bagging plant and composting area with a bag plant building and future modular offices. Mr. Ginn, engineer of record, stated he had looked at the revised plans prior to the meeting and they addressed all of his and staff's comments. Mr. Burris stated the proposed septic tank could be used for the required buffer tank, but it would need to be under pressure.

Mr. Helms moved to approve the engineering plans, subject to all comments being addressed on revised plans. Mr. Ginn seconded the motion and the motion carried.

**Mr. Ginn excused himself from the meeting at 2:20 PM.**

***VOS: Unit 115 – Major Development – Preliminary Plan Review***

Rick Busche, Kimley-Horn and Associates, Inc., was present and requesting preliminary approval to develop a 327-unit subdivision. Staff comments were discussed and included the following: emergency access for Natalie and Jane Ann Villas, cul-de-sacs on Lynchburg Loop, right-of-way for Gayle Mill Drive and signage/stripping for proposed cart path. A note needs to be added to the plans regarding the road connection of Natalie and Jane Ann Villas. A fifty-foot right-of-way is proposed for a portion of Gayle Mill Drive, which should be sufficient. There is no gate proposed. The portion of Gayle Mill Drive with a sixty-foot right-of-way includes a cart path. The cart path will merge into the driving lane where the fifty-foot right-of-way begins. A second access point was discussed.

Mr. Springstead moved for preliminary approval, subject to all comments being addressed on revised plans. Mr. Parrett seconded the motion and the motion carried.

***VOS: Edgefield Villas – Final Plat Review***

Bill Bowsky, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop a 58-lot/4-tract subdivision. Staff comments were discussed. There were no surveyor comments. A drainage easement for lots 26 and 27 needs to be added.

Mr. Helms moved for final plat approval, subject to all comments being addressed on the revised mylar. Mr. Springstead seconded the motion and the motion carried.

***VOS: Unit 98 – Final Plat Review***

Bill Bowsky, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop a 183-lot/6-tract subdivision. Staff and surveyor comments were discussed.

Mr. Helms moved for final plat approval, subject to all comments being addressed on the revised mylar. Mr. Springstead seconded the motion and the motion carried.

The next meeting is scheduled for May 24, 2004.

Mr. Springstead moved to adjourn. Mr. Helms seconded the motion and the motion carried. The meeting adjourned at 2:35 P.M.